

CITY OF KINGMAN
SPECIAL MEETING OF HISTORICAL PRESERVATION COMMISSION
Council Chambers
310 N. 4th Street

5:30 P.M.

Special Meeting

Tuesday, March 21, 2016

Members:	Officers:	Visitors Signing In:
L. Hansen Chairperson	B. Shilling, Staff Liaison	See attached list
N. Russell, Vice Chairperson	Jen Miles, Council Liaison	
S. Dunton	D. Steadman, Recording Secretary	
A. Florisi		
J. Hinckley		
Vacant		
Vacant		

SPECIAL MEETING

CALL TO ORDER & ROLL CALL

Chairperson Hansen called the meeting to order at 5:31 P.M. Five commissioners were present.

1. Discussion and possible action on filling a commission vacancy

Commissioners will discuss and possibly recommend filling a vacancy on the HPC.

Chair Hansen stated there were a total of five applications for commissioner vacancies and invited Ms. Jacqueline Huntoon to address the Commission.

Ms. Huntoon stated she has lived in Kingman since 2003 and has extensive experience as a licensed architect. She also stated she is very active in the community and is eager to further Kingman as a community as part of the HPC.

Chair Hansen invited Ms. Millin to address the commission.

Ms. Millin stated being a member of the HPC is a natural progression from working with the Sandbox Committee as their focus also is downtown growth. She further stated she would love working with the Historical Overlay District and the Curb Appeal Program.

Chair Hansen invited Mr. Chambers to address the commission.

Mr. Chambers stated he is excited at the possible opportunity to be a part of this Commission and has a lot of experience and a long past in Kingman to bring to the Commission.

Chair Hansen stated the commissioners are aware Mr. Chambers does not live within Kingman

City limits. She further stated an existing Commissioner also lives outside City limits and B. Shilling has addressed this topic with the City Attorney.

B. Shilling stated he spoke with City Attorney Carl Cooper regarding HPC commissioners living outside City limits. He stated Mr. Cooper will present a proposed change to the existing ordinance regarding commissioners residing outside City limits to the City Council.

Chair Hansen stated as there are two vacancies on the HPC the commission could recommend one candidate to the City Council for appointment and table the second vacancy until the regular HPC meeting in May. Chair Hansen made a MOTION to RECOMMEND APPOINTING Ms. Huntoon to the commission. Vice-chair Russell SECONDED and it was APPROVED by a vote of 5-0.

Commissioner Florisi stated she was impressed by all the applications received and suggested an increase to the number of commissioners on the HPC to seven.

Chair Hansen requested review and recommendation for the second vacancy be added to the May 24, 2016 regular HPC meeting.

2. Presentation on the "Proposed Historic Overlay District"

Kingman Downtown Merchants Association will share a Proposed Historic Overlay District presentation. This is not a discussion item.

Chair Hansen requested this topic be tabled to the May 24, 2016 regular HPC meeting as Mr. Wanner was not present.

3. Downtown District planning and ordinance development

Staff will present a proposal of a future Downtown District(s). HPC members may discuss and take action on the proposed districts and ordinances including a proposed Curb Appeal Program.

Mr. Shilling stated the City participates in a program with the State Historic Preservation Office (SHPO) and that HPC is a requirement of SHPO. He stated the purpose of HPC is to help historical business property owners maintain their historical property designation. He further stated SHPO offers technical and financial assistance to owners of certified historical buildings and that another requirement of SHPO is a Historical Overlay District. Mr. Shilling detailed the current Historical Overlay District (HDO) boundaries. He stated staff is unclear how to enforce current ordinance requirements and if expansion of the current area is needed.

Commissioner Dunton stated he is concerned with too much government involvement with owners of historic properties and that owners of historic properties should be able to change the appearance of their buildings without being delayed for months by City imposed restrictions.

Mr. Shilling stated the purpose of the ordinance is to provide guidelines which will cause historical properties to be more attractive. He further stated Prescott, Williams and Flagstaff all have very strict ordinances in place which dictate the appearance of their historic district. He also

stated a goal of the HPC is to obtain buy-in from business owners within the HOD on what they want their district to look like and how together with the City create the district that becomes a tourist destination.

Commissioner Florisi stated there is a need for cohesiveness among all residential and commercial properties within the historical district but there should be some leniency for homes versus commercial as many homes within the district are in need of major repair.

Mr. Shilling stated many homes within the historical district have been converted to businesses and that it is the opinion of staff that building codes do not differentiate between residential and commercial when it comes to making repairs to termite infested buildings. He further stated historical property owners can go to HPC for guidance and assistance. Mr. Shilling also stated that under the Curb Appeal program historic building owners could be eligible for up to 50% funding for improvements to their buildings. He also stated the Curb Appeal program and the HOD go hand-in-hand.

Commissioner Florisi asked if the ordinance is proposed or existing and if it applies to commercial only or both residential and commercial buildings.

Mr. Shilling stated it is an existing ordinance that applies to both residential and commercial buildings. He further stated staff would like input from HPC as this commission is changing its focus and becoming more instrumental in historical building preservation. Mr. Shilling stated proposed ordinances will be presented to HPC for review.

Commissioner Hinckley stated there is a 30-day limit to resolve issues with the City that needs to be recognized so projects may move forward in a timely manner.

Commissioner Florisi stated design issues should be brought to HPC and all structure issues belong with the City Planning and Zoning department. She also suggested forming a sub-committee to create guidelines which will work for both the City and the HPC.

Mr. Shilling stated putting an agreement into writing which will not be too restrictive yet work for both parties will not be easy. He further stated guidelines are necessary and is in favor of forming a subcommittee. Mr. Shilling also stated he and Mr. Jeppson are available to the sub-committee for zoning legalities.

Commissioner Hinckley stated that having the downtown area be a place for people to want to start a business is the goal of the HPC.

Chair Hansen requested the topic "Sub-committee to work with City Staff to Draft Ordinance" be added to the HPC May regular meeting agenda.

Commissioner Dunton made a MOTION to ADJOURN. Commissioner Florisi SECONDED and it was APPROVED by a vote of 5-0.

ADJOURNMENT – 6:20 P. M.

APPROVED:

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L. Hansen


Historical Preservation Commission Chairperson

STATE OF ARIZONA)
COUNTY OF MOHAVE) ss:
CITY OF KINGMAN)

CERTIFICATE OF HISTORICAL PRESERVATION COMMISSION

I, Donna Steadman, Recording Secretary of the City of Kingman, Arizona, hereby certify that the foregoing Minutes are a true and correct copy of the Minutes of the Special Meeting of the Historical Preservation Commission held on March 21st, 2016.

Dated this 21st day of March, 2016

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Donna Steadman, Recording Secretary